

U.S. Coral Reef Task Force Meeting
American Samoa
August 2007
Exhibit Information

The U.S. Coral Reef Task Force meeting provides an opportunity to share your message with a wider audience interested in and working towards the conservation and understanding of our coral reef ecosystems.

Exhibit space is available for a limited number of exhibits at the Lee Auditorium, site of the public meeting for the 18th U.S. Coral Reef Task Force meeting. These spaces will be offered on a first-come, first-served basis. We offer either space for “pop-up/stand-alone” displays, or tables for literature. Exhibits must be set up during the morning (9:00am – 11:00am) of Monday, August 20, 2007, and must be removed after the Task Force meeting (i.e. 6:00 pm – 8:00pm) Thursday, August 23, 2007.

Stand-Alone “Pop-up” displays should be no more than 8 feet in height and 8 feet in length without prior approval. Twenty, 6-foot tables can be provided for literature displays. Anyone who wants both a display and a table, will be put on a wait list for their 2nd priority until we determine if there is other demand for the space. There are a limited number of electrical outlets and no Internet access in the exhibit area.

To reserve space, schedule delivery of exhibits, or for questions, call or E-mail:

Lauren Chhay
Lauren.Chhay@noaa.gov
(301) 713-3155 x120

Paul Anderson
panderson@doc.asg.as
(684) 633 5566
Department of Commerce
American Samoa Government, Executive Office Building,
Pago Pago, American Samoa 96799

In the email please indicate the following:

1. Name
2. Contact information (email, fax, phone number)
3. Organization/affiliation
4. Request – table, space for stand-up exhibit
5. Special needs – electrical outlets, etc
6. Indicate whether you are shipping* and/or hand carrying your materials to American Samoa

*If you plan to ship in advance to American Samoa, please allow a least one month for materials to arrive; preferably allow more than a month. Also, we strongly recommend using the US Postal Service’s ‘**Priority Mail**’ shipping option; ***items shipped via FedEx are routed through New Zealand.*** Address shipped items to Paul Anderson at the address above.